October 25, 2010

Honourable Eric Robinson
Department of Aboriginal and Northern Affairs
344-450 Broadway Avenue
Winnipeg, Manitoba R3C 0V8

Dear Minister Robinson:

I am pleased to provide you the 2010 Aboriginal and Northern Affairs Capital Approval Board Report. The board convened at the Viscount Gort, Winnipeg, Manitoba on September 28, 29 and 30, 2010.

This report includes:

1. Minutes of the meeting
2. List of recommended projects for delivery in 2012/13
3. List of continuous improvement recommendations

This year there has been a revision to the process of assessing legislative capital applications. Further details outlining these changes are captured in the minutes of this report.

In closing, I would like to thank you for the opportunity to work with the board members and departmental staff.

Yours truly,

Judy Head

Judy Head, Chair
Capital Approval Board.

Enc.

cc. Board Members

Capital Approval Board Report

September 2010

Membership 2010 CAPITAL APPROVAL BOARD

CHAIR
Judy Head
Box 2532
The Pas, MB R9A 1M3

NACC President
Reg Meade, Mayor
750-331 Smith Street
Winnipeg, MB R3B 2G9

Eastern Representative
Allan Atlookan, Mayor
Berens River Community Council
Box 129
Berens River, MB R0B 0A0

Eastern Alternate
Anthony Seymour, Councilor
Incorporated Community of Seymourville
Box 2568
c/o Wanipigow, MB R0E 2E0

Western Representative
Louie Genaille, Councilor
Duck Bay Community Council
Box 39
Duck Bay, MB R0L 0N0

Western Alternate
Sean Humerston, Councilor
Powell Community Council
c/o Barrows, MB P.O R0L 0B0

Northern Representative
Ken Ducharme, Mayor
Cormorant Community Council
General Delivery
Cormorant, MB R0L 0G0

Northern Alternate
Jim Chornoby, Mayor
Ilford Community Council
General Delivery
Ilford, MB R0B 0S0

Departmental Representatives

Northern Region
Jean Merasty, (A) Director
Brian Lundmark, (A) Manager T&PW
Box 27, 59 Elizabeth Drive
Thompson, MB R8N 1X4

North Central Region
Karen Barker, Director
Randy Sigurdson, Manager T&PW
27 Second Ave
Dauphin, MB R7N 3E5

Capital Approval Board Report

September 2010

Section I
Project Assessment

Section II
Minutes

Section III
Funding

Section IV
Recommended Projects

Section I

Project Assessment

Category I – Legislative Requirements

NORTHERN REGION					
Legislative					
	Community	**Project**	**Cost**	**Score**	**Comments**
	Ilford	Sewer Treatment Plant	$1,500,000.00	15	Dep't Recommendation
	Moose Lake	Waste Disposal Site	$1,200,000.00		Dep't Recommendation
		Total recommended amount	**$2,700,000.00**		

NORTH CENTRAL REGION					
Legislative					
	Community	**Project**	**Cost**	**Score**	**Comments**
	Island Lake	Water Treatment Plant	$1,500,000.00		Dep't Recommendation
	Waterhen	Waste Disposal Site	$2,000,000.00		Dep't Recommendation
		Total recommended amount	**$3,500,000.00**		

Category II – Maintaining Existing Infrastructure

NORTHERN REGION					
Maintain/Replace Existing					
	Community	**Project**	**Cost**	**Score**	**Comments**
535-4	Moose Lake	Fire department tools and equipment	$18,470.52	40	Recommended
535-2	Moose Lake	Gravel for community roads	$32,480.00	35	Recommended
535-3	Moose Lake	Replace culverts, community roads-driveways	$15,347.00	35	Recommended
553-1	Sherridon	Bridge Replacement	$523,250.00	25	Project request in the amount of 796,950 approved based on amount indicated to the left
558-6	Wabowden	Upgrade baseball diamond canteen & picnic area	$36,338.97	15	Deferred
		Total recommended amount	**$589,547.52**		

NORTH CENTRAL REGION					
Maintain/Replace Existing					
	Community	**Project**	**Cost**	**Score**	**Comments**
504-1	Berens River	Gravel Purchase	$458,490.00	45	Recommended
512-2	Crane River	Community Road Repair	$1,083,900.00	40	Recommended
501-2	Dauphin River	Addition and Building Upgrades	$72,218.05	45	Recommended
501-3	Dauphin River	Fire Guard/Drainage Maintenance	$24,725.00	25	Recommended
524-1	Homebrook-	Road Drainage - Phase 1	$46,970.00	40	Recommended
	Peonan Point	- Phase 2	$51,000.00	40	Recommended
530-1	Loon Straits	Dock Repair	$41,123.31	10	Deferred
533-1	Matheson Island	Sewage Truck Replacement	$31,790.55	45	Recommended
		Total recommended amount	**$1,769,093.60**		

Category III – New Infrastructure

NORTHERN REGION					
New Infrastructure					
	Community	**Project**	**Cost**	**Score**	**Comments**
537-3	Norway House	Street Lighting	$170,424.00	15	Deferred
		Total recommended amount	**$0**		

NORTH CENTRAL REGION					
New Infrastructure					
	Community	**Project**	**Cost**	**Score**	**Comments**
503-3	Barrows	3 Bay Garage	$582,400.00	25	Recommended
503-2	Barrows	Regional Garbage Truck	$59,400.00	40	Recommended
506-2	Bissett	WTP Backup Generator	$80,000.00	25	Recommended
501-1	Dauphin River	Garbage Truck	$35,500.00	40	Recommended
		Total recommended amount	**$757,300.00**		

Section II

Minutes

Capital Approval Board
Minutes
September 28-30, 2010

Viscount Gort, Winnipeg, MB

The meeting was called to order at 9:00am.

1. Board members received training; Board Development Workshop for the Local Government Development Capital Approval Board of Aboriginal and Northern Affairs – Nedra Anderson, Anokiiwin Training Institute.

2. The following resource material was reviewed with board members by departmental staff:

   - Agenda
   - Departmental Vision and Mission
   - Capital Program Policy
     - Board Principles
     - Project Criteria
     - Building Funding Principles
     - Surplus Funding and Carry Over Funding Principles
   - Definition of Municipal Services
   - Vehicle Replacement Policy
     - Vehicle Replacement Guidelines
   - Guidelines for Community Municipal Infrastructure
   - Project Assessment Form
   - Allocation of funding for 2012/2013
   - Recommendation for future Capital Boards

3. The Departmental Five-Year Capital Plan was presented by Randy Sigurdson.

4. Board members agreed to using a sliding scale (0, 5, 10, 15) for the following questions found in the Need portion of the Project Assessment Form:
   a) Is it an emergency?
   b) Is there a legal liability?
   c) Has there been a prior commitment?

5. The Board agreed that a group rating method would be followed and decisions would be determined by a consensus of the members. If consensus could not be reached, a second democratic vote would occur.

6. Board members were advised that to avoid conflict of interest issues, board members can be present for project presentation but must leave the room for the project assessment rating if the project is from their home community.

7. The Board assessed all projects submitted utilizing the project assessment form. Recommendations were made based on funding available and points assessed. Based on funding available, projects scoring over 20 points were recommended for approval.

Category #2 – Maintaining Existing Infrastructure		
Community	**Project**	**Amount**
Beren's River	Gravel Purchase	$458,490.00
Crane River	Community Road Repair	$1,083,900.00
Dauphin River	Addition and Building Upgrades	$72,218.05
Dauphin River	Fire Guard/Drainage Maintenance	$24,725.00
Homebrook-Peonan Point	Road Drainage -Phase 1	$46,970.00
	Phase 2	$51,000.00
Matheson Island	Sewage Truck Replacement	$31,790.55
Moose Lake	Fire department tools and equipment	$18,470.52
Moose Lake	Gravel for community roads	$32,480.00
Moose Lake	Replace culverts, community roads-driveways	$15,347.00
Sherridon	Bridge Replacement	$523,250.00
Category #3 – New Infrastructure		
Barrows	3 Bay Garage	$582,400.00
Barrows	Regional Garbage Truck	$59,400.00
Bissett	WTP Backup Generator	$80,000.00
Dauphin River	Garbage Truck	$35,500.00
	Subtotal	**$3,115,941.12**
	Available	**$3,000,000.00**
	Balance	**($115,941.12)**

8. Once all projects were reviewed and assessed Freda Albert, Executive Director explained further the process which legislative projects would be assessed. The process assessment shall be as follows:

   - Community Councils will complete the capital application as prior, with the assistance of departmental staff where required.

- *Capital applications will then be submitted to the regions for* departmental review.

- The application will then be forwarded on to the Executive Director office for review where it will be determined what legislative requirements must be met. A prioritized list will be developed within financial parameters and forwarded to the Ministers office.

- The Executive Director, in consultation with Regional Directors and the Mangers of Engineering Services will make the final decision on what projects will be recommended based upon the need, legislative requirements and funding.

- A report will be compiled and provided to board members at the September screening.

9. The Board provided the following recommendations for continuous improvement for the Department to consider:

- Projects not meeting the guidelines for required documentation as indicated in the project assessment sheet used at regional screenings do not move forward to the board sitting in September.

- Contact communities making application shall be treated the same as those communities with councils with regards to the application process. The exception would for the requirement to include a resolution; only the signature of the contact person will be required.

- Regional screening binders shall have a tab at the back of the binder containing the 5 year plans of all communities with submitted applications.

- Project Assessment form question "Is this project critical" – shall read "How critical" and change the scale to a sliding scale (0-25).

- A report be brought to the board annually in September identifying what legislative projects were applied for and what projects were approved.

- The department provide more training to CAO`s in the area of capital application development.

10. The meeting was adjourned at 11:00 am on September 30, 2010.

Section III

Funding Allocation

2012/2013 Allocation for Planning Purposes Only

The full year allocation as per the Loans Act is $3,000,000.00 and may be approved in any of the two categories as long as they do not go over the total yearly allocation.

Total Funds Available		**$3,000,000.00**
1. Maintain Existing Standards of Service	- 20%	2,000,000.00
2. New Justified Projects	- 10%	1,000,000.00
		$3,000,000.00

Funding is allocated as outlined above. If not all these funds are required during the year, these will be used for capital plans applying the approved criteria globally.

The % used for these categories has been evaluated this year and may vary for the future years depending on the analysis of the communities' five year plans.

Section IV

Recommended Projects

2010 Board Recommendations
2012/2013 Delivery

Category II – Maintaining Existing Infrastructure

Berens River	Gravel Purchase	$458,490.00
Crane River	Community Road Repair	$1,083,900.00
Dauphin River	Addition and Building Upgrades	$72,218.05
Dauphin River	Fire Guard/Drainage Maintenance	$24,725.00
Homebrook-	Road Drainage -Phase 1	$46,970.00
Peonan Point	Phase 2	$51,000.00
Matheson Island	Sewage Truck Replacement	$31,790.55
Moose Lake	Fire department tools and equipment	$18,470.52
Moose Lake	Gravel for community roads	$32,480.00
Moose Lake	Replace culverts, community roads-driveways	$15,347.00
Sherridon	Bridge Replacement	$523,250.00

Category III – New Infrastructure

Barrows	3 Bay Garage	$582,400.00
Barrows	Regional Garbage Truck	$59,400.00
Bissett	WTP Backup Generator	$80,000.00
Dauphin River	Garbage Truck	$35,500.00

Subtotal	**$3,115,941.12**
Available	**$3,000,000.00**
Balance	**($115,941.12)**